



## Solicitation Information

04/12/11

RFQ # 7448515

TITLE:        **A & E SERVICE**  
**NEW SEWER PUMP STATION**  
**CCRI, FLANAGAN CAMPUS, LINCOLN**

Submission Deadline: 05/12/11 @ 10:00AM (EST)

**PRE-PROPOSAL CONFERENCE: Yes 04/29/11 @ 1:30 PM**

**Location: 1762 LOUISQUISSET PIKE**

**LINCOLN, RI. 02865**

**Physical Plant Directors Office**

**Mandatory: YES**

**Location:**

Questions concerning this solicitation may also be e-mailed to the Division of Purchases at [gary.mosca@purchasing.ri.gov](mailto:gary.mosca@purchasing.ri.gov) no later than 04/29/11, 4::00 PM (**EST**). Questions should be submitted in a *Microsoft Word attachment*. Please reference the RFQ # on all correspondence. Questions received, if any, will be posted on the internet as an addendum to this solicitation. It is the responsibility of all interested parties to download this information.

**SURETY REQUIRED:        NO**

**BOND REQUIRED:   NO**

**Gary P. Mosca Buyer**

**Vendors must register on-line at the State Purchasing Website at [www.purchasing.state.ri.gov](http://www.purchasing.state.ri.gov) to be able to download a Bidder Certification Cover form which must accompany each offer.**

### **NOTE TO VENDORS:**

No offer will be considered that is not accompanied by a completed and signed RIVIP generated Bidder Certification Cover Form.

***A & E SERVICES***

***NEW SEWER PUMP STATION***

**COMMUNITY COLLEGE OF RI**

**FLANAGAN CAMPUS**

The Rhode Island Department of Administration, Division of Purchases, on behalf of the Community College of Rhode Island is requesting A&E Services from qualified vendors to provide professional engineering services for the design of a new at grade Pump House to Replace the existing sub-surface dry pump man hole at the Flanagan Campus of CCRI. Design of the new pump house will be constructed in the same location as the existing system and will house two (2) new grinder pumps, operating system and alarm system. This new pump house will be designed to current standard specifications. The following tasks are proposed to develop construction drawings for the proposed improvement project in accordance with the terms of this solicitation and the State's General Conditions of Purchase (available at [www.purchasing.ri.gov](http://www.purchasing.ri.gov))

**INSTRUCTIONS AND NOTIFICATIONS TO OFFERORS:**

Potential offerors are advised to review all sections of this Request carefully and to follow instructions completely, as failure to make a complete submission as described elsewhere herein may result in rejection of the proposal.

Alternative approaches and/or methodologies to accomplish the desired or intended results of this procurement are solicited. However, proposals which depart from or materially alter the terms, requirements, or scope of work defined by this Request will be rejected as being non-responsive.

All costs associated with developing or submitting a proposal in response to this Request, or to provide oral or written clarification of its content shall be borne by the offeror. The State assumes no responsibility for these costs.

Proposals are considered to be irrevocable for a period of not less than sixty (60) days following the opening date, and may not be withdrawn, except with the express written permission of the State Purchasing Agent.

All pricing submitted will be considered to be firm and fixed unless otherwise indicated herein.

Proposals misdirected to other State locations or which are otherwise not present in the Division of Purchases at the time of opening for any cause will be determined to be late and will not be considered. The "Official" time clock is in the reception area of the Division of Purchases. **Faxed or e-mailed proposals will not be considered.**

It is intended that an award pursuant to this Request will be made to a prime contractor, who will assume responsibility for all aspects of the work. Subcontracts are permitted, provided that their use is clearly indicated in the Proposer's proposal, and the subcontractor(s) proposed to be used are identified in the proposal.

In accordance with Title 7, Chapter 1.1 of the General Laws of Rhode Island, no foreign corporation shall have the right to transact business in the state until it shall have procured a Certificate of Authority to do so from the Rhode Island Secretary of State (401-222-3040). *This will be a requirement only of the successful bidder (s).*

Offerors are advised that all materials submitted to the State of Rhode Island for consideration in response to this Request for Proposals will be considered to be public records, as defined in Title 38 Chapter 2 of the Rhode Island General Laws.

Also, Submitters should be aware of the State's MBE requirements, which addresses the State's goal of ten per cent (10%) participation by MBE's in all State procurements. For further information, contact the State MBE Administrator at (401) 574-8253 or [charles.newton@doa.ri.gov](mailto:charles.newton@doa.ri.gov). Visit the website <http://www.mbe.ri.gov>.

Interested parties are instructed to peruse the Division of Purchases web site on a regular basis, as additional information relating to this solicitation may be released in the form of an addendum to this LOI.

#### Equal Employment Opportunity (RIGL 28-5.1)

§ 28-5.1-1 Declaration of policy. – (a) Equal opportunity and affirmative action toward its achievement is the policy of all units of Rhode Island state government, including all public and quasi-public agencies, commissions, boards and authorities, and in the classified, unclassified, and non-classified services of state employment. This policy applies in all areas where the state dollar is spent, in employment, public service, grants and financial assistance, and in state licensing and regulation. For further information, contact the Rhode Island Equal Employment Opportunity Office, at 222-3090 or via email [raymond.lambert@hr.ri.gov](mailto:raymond.lambert@hr.ri.gov).

Subcontracts are permitted, provided that their use is clearly indicated in the offeror's proposal, and the subcontractor(s) proposed to be used are identified in the proposal.

While E-Verify is not required in any of its purchasing and/or hiring, the Federal Acquisition Regulations may in this instance require that the State obtain evidence of E-Verify compliance by the successful bidder.

#### **ARRA SUPPLEMENTAL TERMS AND CONDITIONS**

For contracts and sub-awards funded in whole or in part by the American Recovery and Reinvestment Act of 2009, Pub.L.No. 111-5 and any amendments thereto, such contracts and sub-awards shall be subject to the Supplemental Terms and Conditions for Contracts and Sub-awards Funded in Whole or in Part by the American Recovery and Reinvestment Act of 2009, Pub.L.No. 111-5 and any amendments thereto located on the Division of Purchases website at [www.purchasing.ri.gov](http://www.purchasing.ri.gov).

Architectural / Engineering Services

**Persons or firms practicing Architectural and/or Engineering Services in the State of Rhode Island must possess a proper registration and Certificate of Authorization in accordance with Rhode Island General Laws.**

A copy of the current Rhode Island Certificate of Authorization for the firm and current Rhode Island registration(s) for the individual(s) who would perform the work must be included behind the front page of each copy of the Proposal.

The Board for Design Professionals can be contacted as follows:

Board for Design Professionals  
1511 Pontiac Avenue (Bldg. 68-2)  
Cranston, RI 02920  
Tel: 401-462-9530  
Fax: 401-462-9532  
Website: [www.bdp.state.ri.us](http://www.bdp.state.ri.us)

The respondent's Proposal may be disqualified and removed from consideration if the Proposal fails to include the required current Rhode Island Certificate of Authorization for the firm and current Rhode Island registration(s).

PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR THE DESIGN OF A NEW AT GRADE PUMP HOUSE TO REPLACE THE EXISTING SUB-SURFACE DRY PUMP MANHOLE AT THE FLANAGAN CAMPUS OF CCRI. DESIGN OF THE NEW PUMP HOUSE WILL BE CONSTRUCTED IN THE SAME LOCATION AS THE EXISTING SYSTEM AND WILL HOUSE TWO (2) NEW GRINDER PUMPS, OPERATING SYSTEM AND ALARM SYSTEM. THIS NEW PUMP HOUSE WILL BE DESIGNED TO CURRENT STANDARD SPECIFICATIONS. THE FOLLOWING TASKS ARE PROPOSED TO DEVELOPE CONSTRUCTION DRAWINGS FOR THE PROPOSED IMPROVEMENT PROJECT:

#### DESIGN PHASE SERVICES

##### TASK 1 - COORDINATION, CORRESPONDENCE AND PROJECT REVIEW MEETINGS

VENDOR PROJECT STAFF WILL ATTEND ALL PERIODIC PROJECT REVIEW MEETINGS WITH CCRI'S PROJECT TEAM THROUGHOUT THE ENTIRE PROJECT. VENDOR WILL ALSO PREPARE ALL NECESSARY BASE PLANS AND EXHIBITS TO AID IN THE REVIEW PROCESS OF THE PROJECT. ALL PROJECT COORDINATION AND CORRESPONDENCE FOR THE DESIGN PHASE OF THE PROJECT WILL BE UNDERTAKEN WITHIN THIS WORK TASK.

##### TASK 2 – CLASS III TOPOGRAPHIC SURVEY

A CLASS II TOPOGRAPHIC SURVEY OF THE SEWER PUMP STATION AREA WILL BE COMPILED INTO BASE MAPPING TO BE USED FOR DESIGN. INCLUDED IN THIS TASK IS ALL RESEARCH, EXISTING TOPOGRAPHY, UTILITY LOCATIONS, COORDINATION AND FINAL BASE PLAN. PROPERTY LINES WILL NOT BE REQUIRED FOR THIS PROJECT

##### TASK 3 - CONSTRUCTION BID DOCUMENTS

VENDOR WILL PREPARE CONSTRUCTION DRAWINGS FOR SUBMISSION TO THE COLLEGE AND STATE BUILDING OFFICIAL TO OBTAIN A CONSTRUCTION PERMIT FOR THE SITE IMPROVEMENTS. VENDOR WILL DESIGN ALL PROPOSED SITE IMPROVEMENT DRAWINGS AND DETAILS SHOWING THE PROPOSED SEWER PUMP STATION IMPROVEMENTS. ALSO, VENDOR WILL DEVELOPE SEWER DEMAND CALCULATIONS FOR EXISTING AND FUTURE PUMP STATION FLOW TO PROPERLY SIZE THE EQUIPMENT REQUIRED.

VENDOR WILL SUBMIT THE PROPOSED SITE DRAWINGS TO THE STATE BUILDING OFFICIAL'S OFFICE AND TOWN OF LINCOLN SEWER DEPARTMENT FOR APPROVAL OF THE PROPOSED SEWER PUMP STATION WORK.

VENDOR WILL PROVIDE COORDINATION WITH STATE AND TOWN DURING THE BUILDING PERMIT REVIEW OF THE SITE DRAWINGS AND CALCULATIONS PREPARED.

VENDOR WILL DEVELOP PLANS AND SPECIFICATIONS UTILIZING AUTOCAD V2010

VENDOR WILL PROVIDE CONTRACT DOCUMENTS WITH SPECIFICATIONS FOR THE REQUIRED CONSTRUCTION MATERIALS TO BE UTILIZED FOR BIDDING, TO BE

INCLUDED ON CD WITH PLANS AND SPECIFICATIONS.

#### CONSTRUCTION PHASE

##### TASK 4 - CONSTRUCTION PHASE SERVICES

VENDOR WILL ASSIST THE COLLEGE FOR BIDDING SERVICES NECESSARY TO ASSIST IN OBTAINING COMPETITIVE CONSTRUCTION BIDS OR NEGOTIATED PROPOSALS AND IN AWARDING AND PREPARING CONTRACTS FOR CONSTRUCTION. VENDOR WILL ASSIST THE COLLEGE DURING THE CONSTRUCTION PHASE OF THE PROJECT WITH VISITS AT PERTINENT POINTS IN THE PROJECT CONSTRUCTION WORK TO INCLUDE A SITE VISIT REPORT. VENDOR WILL REVIEW SHOP DRAWINGS AND DEVELOP A PUNCH LIST TO BE PROVIDED TO THE CONTRACTOR ADDRESSING THE CIVIL ELEMENTS OF THE PROJECT.

##### TASK 5 - SEWER FLOW METERING (IF REQUIRED)

VENDOR WILL HIRE A TESTING COMPANY TO INSTALL FLOW METERS IN STRATEGIC MANHOLE INLETS/OUTLETS ON CAMPUS TO DETERMINE THE CURRENT SEWER FLOW DEMAND. THIS TASK WILL ONLY BE NEEDED IF DOMESTIC WATER METER READINGS TO THE COLLEGE FACILITY ARE NOT AVAILABLE. IF THESE RECORDS ARE AVAILABLE THEY CAN BE COMBINED WITH FUTURE SEWER FLOW DEMAND GROWTH CALCULATIONS TO PROPERLY SIZE THE EQUIPMENT REQUIRED FOR THE PUMP STATION, THUS NOT REQUIRING THE METERING.